



**The City of Arlington, Texas, announces
an outstanding career opportunity for the**

Director of Arlington Water Utilities



THE COMMUNITY

The City of Arlington (pop. 365,438), now the seventh largest city in Texas, is seeking an innovative and results oriented executive to join the Leadership Team as the Director of Arlington Water Utilities.

Located in the Dallas/Fort Worth Metroplex, Arlington is a full-service city supported by a total budget of \$431 million and a full-time staff of 2,477. With a land area of approximately 100 square miles, Arlington is easily accessible by highway, rail and air.

The City of Arlington offers superior, affordable housing; an outstanding park and linear trail system; educational excellence in our local schools (served by five Independent School Districts: Arlington, Kennedale, Mansfield, Grand Prairie, Hurst/Euless/Bedford), the Tarrant County College Southeast Campus, and is home to the University of Texas at Arlington. Arlington has a diverse local economy evidenced by our major employers; General Motors, Texas Health Resources, AmeriCredit, Siemens, Lear, Aetna and Chase Bank. Arlington is a regional destination for retail shopping as well.

The City's Entertainment District, hosts premiere attractions including amusement parks, the Texas Rangers Baseball Club and Cowboys Stadium, drawing over 6.8 million visitors a year. In close proximity to DFW Airport, Dallas and Fort Worth, residents have access to world-class orchestras, theaters, and some of the finest museums in the world, all within a 30 minute drive.

Arlington's Vision: A preeminent city, providing an exemplary, safe environment to live, learn, work, and play. To learn more about the City of Arlington, visit the City's website at www.ArlingtonTX.gov.

CITY GOVERNMENT

The City of Arlington operates under the Council-Manager form of government. The City has eight Council members and a Mayor. Five of the Council members are elected from geographic districts, three are elected at-large, and the Mayor is also elected at-large. The Council appoints the City Manager, City Attorney, City Auditor and Municipal Judges. Deputy City Managers and Department Directors are appointed by the City Manager. Directors are responsible for the oversight of day-to-day operations including decision making, community relations for their area

of responsibility, national and regional association representation, and as an important contributor to city strategic planning and budgeting.

The City Manager's Office is organized into three Service Teams: Neighborhood Services; Economic Development and Capital Investment; Strategic Support. Each Division is overseen by a Deputy City Manager. The Director of Arlington Water Utilities reports to the Deputy City Manager for Economic Development and Capital Investment, and is an integral member of the Leadership Team.

CITY OF ARLINGTON CHALLENGES AND BUDGET HIGHLIGHTS

Arlington is consistently ranked as one of the best managed cities in the nation. The City has continued to implement a conservative approach to budgeting, strategically investing and maintaining strong fund balances and reserves during years of economic challenges. As a result, we are a financially stable municipal corporation. The City's general fund and

revenue funds hold high bond ratings. Increased operating costs, employee health insurance and pension costs, as well as maintaining and improving our infrastructure will present budgeting opportunities for the coming fiscal years. The Arlington Water Utility is an Enterprise Fund and included in the Comprehensive Annual Financial Report and budget.



THE DEPARTMENT OF WATER UTILITIES

Arlington Water Utilities protects public health by providing high quality water and safely disposing of wastewater in a cost competitive manner, while continuously improving service to customers and planning for future needs. The Arlington Water Utilities Department supplies water to more than 367,000 residents with over 100,000 monthly accounts and operates with a \$116M revenue budget. The department is composed of three divisions (Business Services, Treatment and Operations) with a total of 14 sections. These operational sections play a significant role in ensuring citizens a continuous supply of high quality water 24 hours a day.

Arlington purchases raw water from Tarrant Regional Water District (TRWD). The Water Utilities Department then treats the water at one of its two water treatment plants. The original plant, Pierce-Burch, has a current capacity of 100 MGD. In 1989, the City's second water treatment plant, John F. Kubala, was placed in service. The plant's original capacity was 32 MGD but in 2001-2002 it was expanded to 65 MGD and in 2010, it was expanded to 97.5 MGD to meet the increasing growth in Arlington. In 1999, both plants were converted to use Ozone as primary and intermediate disinfection. The plants also incorporate biological filtration and chloramination in the treatment process. In 2011, the department received two (2) Best Tasting Water Awards. Also in 2011, the department received the prestigious Association of Metropolitan Water Agencies (AMWA) Gold Award which

reflects exceptional utility performance in the areas identified as the "Ten Attributes of Effectively Managed Water Sector Utilities."

In addition to treating water, Arlington maintains 1,400 miles of water mains and 1,200 miles of sanitary sewer mains. Wastewater is collected and transported to the Trinity River Authority for wastewater treatment.

The department is a leader in many areas of Water Utility operations. The department utilizes a progressive Skill Based Pay program in its Field Operations sections. The department embraces technology as a method to improve operational efficiency. Arlington Water Utilities maintains a state of the art Geographic Information System, Water and Wastewater models, and a fixed network for Advanced Metering Infrastructure (piloted with 17,000 meters).

PROJECTS, CHALLENGES AND OPPORTUNITIES

Arlington Water Utilities maintains its progressive role as respected and trusted leaders in the water industry through its state of the art treatment plants, progressive projects and leadership in water conservation. Arlington was the first utility in Texas to implement ozonation at its water treatment plants. The Utility has Master Plans for the water distribution system, wastewater collection system and Lake Arlington. The Utility spent significant time in 2010 collaborating with its regional partners and citizens regarding the vision for Lake Arlington.

Arlington installed phase 1 of its reclaimed water delivery system in 2011 for three customers: a city golf course, Park's Sports fields and the Arlington landfill. Reclaimed water is an important feature in the State Water Plan.

Currently, the Water Utilities has hired a consultant to assist with a water and wastewater rate study for the Utility.

Arlington's rates are among the region's most competitive and are established with a strong fixed monthly fee to cover fixed expenses. The Utility seeks to have additional tools through this rate study to assist with capital budgeting and its impacts on annual rates.

Arlington is engaged in proposing to update its Water Master Plan. Recent conservation efforts have impacted average and maximum day demands. The updates to the master plan will assist the utility in updating its capital program.

The Utility is studying the feasibility of Phase 2 of its reclaimed water system. Determining reclaimed water uses, volumes and pipeline routes is included in this feasibility study.

Arlington is engaged in studies with the Water Research Foundation for optimizing biological filtration, on-site chlorine generation and Advanced Metering Infrastructure.

STATEMENT OF MISSION, VALUES AND PRINCIPLES

Arlington Water Utilities protects public health by providing high quality water and safely disposing of wastewater in a cost competitive manner, while continuously improving service to our customers and planning for future needs. In alignment with the City's vision and values, Arlington Water Utility is a Core Service area that lives the values of the City: teamwork, responsiveness, respect, innovation, commitment and integrity.



IDEAL CANDIDATE

The ideal candidate will be a results-driven professional, with a proven track record of achievement in the Water Industry, and experience in local or regional water management. The successful candidate for this position must possess a high level of technical expertise combined with strong interpersonal skills – both are critical to the success of the department and the City. As a leader in the City and the Region, the Director of Arlington Water Utilities must have a passion for public service and have the ability to inspire, motivate, and empower the staff to maintain a high performance culture. In addition, the ideal candidate will have the following personal characteristics:

- A strong administrator and financial manager with excellent leadership qualities;
- Exceptional interpersonal skills with the ability to interact effectively at all levels of the organization, conduct presentations, meet with local officials, citizens and regulatory agencies;
- Possess strong strategic thinking and planning skills;
- Ability to interpret and present technical information or concepts clearly and convincingly either during oral presentations or in written reports;
- Demonstrated technical expertise in maintaining oversight of complex engineering, construction, planning and operational issues; and
- Creative and innovative in the use of limited financial and human resources.

A minimum of seven years related progressive managerial experience in water and wastewater utilities administration and supervision of projects and staff is required. A Bachelor's degree in Engineering, Business, Chemistry, Public Administration or a related field of study is required, a Master's Degree and certification as a P.E. is preferred. Candidates with a combination of experience and education will be considered. A Class C Texas Operators License is required.

COMPENSATION AND BENEFITS

The City of Arlington offers a competitive starting salary range of \$123,000 to \$135,000. As an Executive, the benefit package includes a variety of insurance programs (health, dental, vision, disability, life and employer sponsored executive life insurance); savings programs (401K deferred compensation program with an employer matching contribution, 457 deferred compensation program with an employer contribution, and/or Roth IRA); retirement through the Texas Municipal Retirement System (a hybrid plan with a

2x employer match that offers a lifetime annuity after vesting and guaranteed return); paid time off through both sick leave accrual and vacation accrual; 11 paid holidays, and an executive car allowance. The City of Arlington employees do not contribute to the social security system (but do contribute to Medicare) and the State of Texas does not levy a state income tax.

Residency within the City of Arlington is required, and the reimbursement of relocation expenses will be included as part of the compensation package.

APPLICATION AND SELECTION PROCESS

Interested candidates should submit cover letter, current resume and at least six work related references including contact numbers. References will not be contacted until mutual interest has been established. Finalists will complete a thorough interview and background investigation process to include verification of all credentials, experience, pre-employment criminal background check, credit evaluation and motor vehicle review.

This position will be open until filled;

however, first review will take place on Monday, July 23, 2012. To be considered for this career opportunity, submit your materials with a resume reflecting the years and months of each position held, the size of staff and budgets that you have managed to:

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For additional information contact
Stuart Satow at 916-263-1401.

EOE. Reasonable accommodations available upon request.

